

Subject: Re: 11/17 Team Up to Clean Up - Event Overview & Details

From: Gus Sedano

Date: 11/16/2018, 12:31 PM

To: LCapone

CC: Robert Gonzales <robert.c.gonzales@lacity.org>, Belinda Jackson <belinda.jackson@lacity.org>, Juan Benitez <juan.benitez@lacity.org>, Trish Delgado <trish.delgado@lacity.org>

Hello,

It looks like AAA Beltran Rentals are supplying the tents, tables, etc... Jesus and I will be available at 7:30 am. Considering the production on site, it looks like the best place to set up their tents is along the Olive St. playground. We'll be on site to direct, in case.

Thanks,

[Gus Sedano](#)

Pershing Square

532 South Olive St.

Los Angeles, CA. 90013

City of Los Angeles, Dept. Rec. and Parks

213-485-1645 Fax 213-485-0985

Gus.Sedano@lacity.org

On Fri, Nov 16, 2018 at 12:22 PM, LCapone <[a](#)> wrote:

Robert I sent you the flyer on Thursday. Everyone else on the post received it. Here is the note I received today and you are on the email chain.

Gus will have a table and tent available for Joella's coffee and...

Are you up to speed?

Let me know

L

----- Forwarded message -----

From: Joella Hopkins <joella.hopkins@lacity.org>

Date: Fri, Nov 16, 2018 at 11:34 AM

Subject: 11/17 Team Up to Clean Up - Event Overview & Details

To: Robert Gonzales <robert.c.gonzales@lacity.org>, Louise Capone <louise.capone@lacity.org>, Belinda Jackson <Belinda.Jackson@lacity.org>, Patricia Delgado <trish.delgado@lacity.org>

Hi there. Hope this message finds you all well. Please see below details for tomorrow's event.

- Please see attached the Team Up to Clean Up - final flyer. We've been posting on social media etc. We will be one more push this afternoon.
- We will have AAA Rents arriving at 730AM to set up the handful of pop-ups, tables, chairs.
 - LOUISE / ROBERT - Can you please confirm where you would like us to have them load in. We will have 5 pop-ups (10x10's).
- It looks like we will have about 40 - 50 residence come out to support. (Fingers crossed).
- We will have coffee/pastries at 9am. We are looking to welcome everyone at 930 and then take Robert's lead in breaking into groups.
- Please let me know if there are any last minute details I need to review with the team.

THANK YOU and looking forward to tomorrow.

Best,

Joella Hopkins

DTLA Area Director & Strategic Media

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